

## **GOOD NEWS STORY**

**Fort Drum, New York**

### **ACQUISITION STRATEGY**

**Idea/Initiative:** Consolidate required determinations within a document that will be used as an outline for a specific procurement.

**Place of Origin:** Fort Drum, Directorate of Contracting (Cindy Gillette)

**How we expanded or enhanced the idea:** DFARS requires an acquisition plan in some circumstances. The contents of the plan explain the background of the procurement and objective, contain the required determinations, provide a plan of action, and include milestones. The idea takes the basic requirements of the acquisition plan from the FAR and DFARS and applies them to procurements over the Simplified Acquisition Threshold. This strategy is written when the Directorate of Contracting receives notice of the upcoming procurement.

**Process Improvements and benefits:** The strategy puts all the salient procurement information into one document and ties the procurement steps together. It is not a long or cumbersome document; instead, the strategy provides a written, flexible framework to follow. One of the benefits to creating this strategy is its use when writing a Prenegotiation Objective Memorandum (POM). The introduction, background, type of contract, and special provisions are already in the acquisition strategy and can be easily transferred to the POM, which saves time. An acquisition strategy used during a sole source procurement is attached.

## ACQUISITION STRATEGY

### FOR CONTRACT FIELD SERVICE REPRESENTATIVE SUPPORT FOR THE OH-58D AIRCRAFT

#### C.2.1 AT FORT DRUM, NEW YORK

##### 1. SUMMARY:

a. **Statement Of Need:** The 10th Aviation Brigade lacks thorough knowledge of the OH-58D Kiowa Warriors, and mission peculiar equipment manufacturing processes, repair procedures, and components provided by the manufacturer and its subcontractors/vendors. The technical and proprietary knowledge brought to Fort Drum through the use of Bell Helicopter Contractor Field Service Representatives (CFSR) will continue to assist the Division in maintaining one of the highest readiness levels of OH-58D aircraft in the Army. The contract performance period will commence 1 October 1999 through 30 September 2000, with four one-year option periods. Over a five-year performance period, this procurement is estimated at \$650,000.

b. **Acquisition History:** The current requirement for CFSR support for the OH-58D Aircraft at Fort Drum, New York is being met by a firm fixed price contract, and has been procured through Bell Helicopter (Bell), a subsidiary of Textron, Inc.

c. **Changes:** No major changes to the Performance Work Statement are anticipated, but the following information will be expanded upon or added:

##### (1) Deployments:

- Clause 52.237-5002 Mobilization and Other Contingency Planning will be added, and
- there will be a paragraph covering continued performance during crisis situations. This paragraph will explain the rights, privileges, and obligations of contractor personnel in such situations.

##### (2) Employee qualifications:

- health requirements,
- security clearances, and
- English language proficiency will be addressed.

##### (3) Environmental compliance/protection will be added.

##### (4) Fire Protection will be added.

##### (5) Emergency notification procedures will be expanded.

2. **APPLICABLE CONDITIONS:** The estimated value of this procurement exceeds the dollar threshold requirements for regionalization, which is \$500,000.00. However, this procurement action was offered to AACC on a regionalized basis and it was determined that no efficiencies would be realized by a regionalized contract or a FORSCOM-wide master contract due to the sole source nature of the procurement, limited resources at AACC, and the possibility of AMC becoming the single maintenance manager for systems in the near future (TAB A).

3. **DELIVERY OR PERFORMANCE PERIOD REQUIREMENTS:** The current contract expires on 30 September 1999. The new contract period will begin 1 October 1999 and run through 30 September 2000 with four, one year option periods.

4. **SOURCES:** The only known provider of the aforementioned services for the OH-58D is Bell Helicopter, a large business concern. The market was tested, with no response and other Army installations were canvassed to determine whether they had success in locating alternate sources. Market research indicated that other installations were also unsuccessful in obtaining competition. (The research is located at Tab 3 of the Justification and Approval.) As the equipment manufacturer, only Bell can provide liaison and manufacturer information. In accordance with (IAW) 10 USC 2304(c)(1) and FAR 6.302-1, use of other than full and open competition is necessary to support this requirement since this is a sole source procurement. A Justification and Approval, which concludes that Bell is the only responsible source available, has been prepared and is awaiting FORSCOM approval.

## 5. CONTRACTING CONSIDERATIONS:

a. **Commercial Service:** Don Stinson, (817) 280-3535, a representative of Bell Helicopter, stated that CFSR support for the OH-58D Aircraft was offered only to the Department of Defense (TAB B). Further market research was performed to locate similar engineering support services for other military aircraft systems. Sikorsky Support Systems, Incorporated, and The Boeing Company were contacted to determine whether they provide engineering support services to commercial ventures. Neither company provides these types of services to other than the DoD. Based on the foregoing, subject acquisition is determined to be non-commercial in nature.

b. **Nonpersonal Service:** This acquisition is non-personal in nature as the contract provides for the services to be performed by the contractor's employees, free from Government direction, supervision, and control over the contractor's employees, at a fixed monthly price.

c. **Contract Type:** The 10<sup>th</sup> Aviation Brigade has supplied reasonable performance based specifications, and there is ample reason to assume that adequate information exists upon which to establish fair and reasonable pricing. A firm fixed price (FFP) contract is most appropriate because the CFSR support is based upon a 40-hour week. Although the current contract has provisions for overtime, they have not been utilized. A Labor Hours Contract is not appropriate since the extent and duration of the work is known. In view of this, and IAW FAR 16.201, a firm fixed price contract is most suitable for this procurement.

d. **Negotiation Of Procurement:** This is a recurring requirement that has previously been contracted with Bell as a sole source procurement IAW 10 USC 2304(c)(1) and FAR 6.302-1. In consideration of this and pursuant to FAR 6.302-1, this requirement will again be negotiated with Bell.

e. **Options:** This is an annual recurring requirement, therefore FAR Clause 52.217-0009, "Option to Extend the Term of the Contract" shall be included in the solicitation. Option years will provide continuity of the service from one contract period to the next, and will avoid any potential additional costs to the Government due to interrupted service.

**f. Alpha Contracting:** Based on the sole source nature of this requirement, this is an ideal candidate for alpha contracting. This contracting procedure allows sole source acquisitions to bypass the solicitation phase of contracting by utilizing a “round table” forum to:

- refine specifications based on both the customer’s and contractor’s input,
- negotiate a fair and reasonable price,
- ensure legal sufficiency, and
- produce a contract.

There will not be a solicitation issued, however, Bell, 10<sup>th</sup> Aviation Brigade, and the SJA will be provided with an updated copy of the working specifications. The Contract Specialist, Contracting Officer, Attorney-Advisor, 10<sup>th</sup> Aviation technical representative, and contractor personnel need to be present during this round table, and representatives from Environmental, Safety, and Information Technology will be invited to participate. The actual round table portion of the process can vary from one day for a straightforward requirement to weeks depending upon the requirement complexity. It is anticipated that it will take less than a week for this requirement. This is still efficient because the decision-makers will be available to work through any unforeseen issues. Upon conclusion of negotiations and prior to award, a Price Negotiation Memorandum (PNM) will be written detailing the process. A waiver for PNM approval by FORSCOM shall be requested.

**6. BUDGETING AND FUNDING:** This requirement is currently estimated at \$650,000 (\$130,000 x 5 years). The activity has provided funding, and the purchase request is filed in the contract file.

**7. MILESTONES:** The milestones are at (TAB C).

**8. QASP:** The surveillance plan will measure quality assurance as it relates to the output service provided by MDA. Expertise is the provided service and is based upon contractor developed procedures. In order to determine the quality of expertise provided, the following factors will be used:

- Customer complaints – they will be documented, investigated and verified. If they are found to be valid, the contractor will be required to resolve the complaint and provide written documentation on actions to be taken to prevent further complaints of the same type.
- Performance indicators – the level of service is monitored by checking performance values and requirements required by the PWS.

**9. ACQUISITION TEAM MEMBERS:** The following team members will be working this acquisition:

*Kathy Hair, Contract Specialist*

*Roberta Meyers, Contract Administrator*

*Cynthia Gillette, Contracting Officer*

*John Guckert, Attorney-Advisor*

*Ronald Klusacek, Contracting Officer Representative*

**10. GOVERNMENT FURNISHED PROPERTY/EQUIPMENT AND SERVICES: N/A.**

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